



# **Barts Guild**

*Friends of St Bartholomew's Hospital*

*since 1911*

## **One Hundred and Fifth Annual Report and Accounts**

**2016 – 2017**

# The Guild Shop

## Barts Friends





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*Friends of St Bartholomew's Hospital since 1911*

### **Annual Report and Accounts 2016-2017**

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Our Corporate Supporters

**[www.bartsguild.org.uk](http://www.bartsguild.org.uk)**

The Guild wishes to express grateful thanks to TFW Printers  
([sales@tfwprinters.co.uk](mailto:sales@tfwprinters.co.uk)) for their help in producing this Annual Report

Photography: BLSA, Lesley Burnett, Bob Cooper, Lesley Evans, Phil Moss

**THE GUILD OF THE ROYAL HOSPITAL OF ST BARTHOLOMEW**  
(also known as the Barts Guild)

Registered Charity No 251628

Affiliated to ATTEND – Enhancing Health and Social Care, locally

**PATRON**

HRH The Duke of Gloucester KG GCV

**PRESIDENT**

Mrs Ann Wickham

**VICE-PRESIDENTS**

The Lady Mayoress

Mrs Margaret Gillett  
Mrs Daphne Hamilton Fairley OBE  
Mrs Pauline Hirst  
Professor Christopher Hudson  
Mrs Mary Kelsey Fry  
Mrs Joyce Malpas  
Mrs Mary McNab Jones  
Lady Percival  
Mrs Alison Shepherd  
Dr Audrey Tucker

**OFFICERS OF THE GUILD 2016-2017**

**Chairman**

Mr Patrick Jennings

**Vice-Chairman**

Sir Marcus Setchell KCVO

**Honorary Secretary**

Mrs Jenny Jeyarajah

**Honorary Treasurer**

Mr Tony Dickenson

**COMMITTEE OF MANAGEMENT 2016-2017**

**Ordinary members (elected)**

Dr David Best  
Ms Lesley Evans  
Mr David Frank  
Ms Valeria Locatelli  
Mr Ian McDowell  
Mrs Wendy Mead OBE CC  
Dr Andrew Smith  
Dr Elizabeth Sparrow  
Mrs Lynne Warnock  
Miss Niamh Whelan

**Co-opted members**

Mr James Ballinger  
Mr Steve Bench  
Ms Belinda Dee  
Miss Lorna Glace, Grants Co-ordinator  
Mr Chris Hayes  
Ms Jan O'Neill  
Mr Andrew Phillips, Immediate Past Chairman  
Miss Jackie Roe, Princess Alice Garden Co-ordinator  
Mr Adrian Stirrup

**Those with other executive responsibilities  
or invited to attend meetings**

Miss Christine Ashby, Shop Manager  
Ms Helen Cooper, Administrator (until June 2017)  
Mrs Abha Mehta, Administrator (from June 2017)  
Mr Phil Moss, Membership Secretary and IT Co-ordinator  
Mrs Hilary Tarr, Annual Report Editorial Co-ordinator  
Ms Nancy Whiskin, Head of Volunteering, Barts Health  
NHS Trust

# Report of the Trustees

## Reference and administrative details of the charity, its trustees and advisers for the year ended 31 March 2017

### Trustees

Mr Patrick Jennings	Chairman	Appointed 20.10.16
Sir Marcus Setchell KCVO	Vice-Chairman	Reappointed 20.10.16
Mrs Jenny Jeyarajah	Honorary Secretary	Reappointed 20.10.16
Mr Tony Dickenson	Honorary Treasurer	
Dr David Best		Mrs Wendy Mead OBE CC Reappointed 20.10.16
Mrs Sue Boswell	Retired 20.10.16	Ms Jan O'Neill Retired 20.10.16
Mrs Pearl Doyle	Retired 20.10.16	Mr Andrew Phillips Retired 20.10.16
Ms Lesley Evans	Appointed 20.10.16	Dr Andrew Smith
Mrs Sadie Ferris	Retired 20.10.16	Dr Elizabeth Sparrow
Mr David Frank	Appointed 20.10.16	Mrs Lynne Warnock
Ms Valeria Locatelli		Miss Niamh Whelan Reappointed 20.10.16
Mr Ian McDowell		

### Charity Registered Number

251628

### Address of principal office

St Bartholomew's Hospital  
West Smithfield  
London EC1A 7BE

### Independent Examiner

Blue Spire Limited  
Cawley Priory  
South Pallant  
Chichester PO19 1SY

### Bankers

National Westminster PLC	HSBC Bank PLC	CCLA Charity Accounts
P O Box No204	31 Holborn	Senator House
No 1 Hatton Garden	Holborn Circus	85 Queen Victoria Street
London EC1P 1DU	London EC1N 2HR	London EC4V 4ET

## Structure, governance and management

### Structure of the charity

The Guild is an Unincorporated Association charity. Its governing document is its Constitution which was revised, agreed and adopted by the Guild's Management Committee and the Charity Commission in November and December 2013. In recent times the governing document has been updated in 2000, 2002 and lastly in 2013. (See also website [www.bartsguild.org.uk](http://www.bartsguild.org.uk))

Five meetings of the Management Committee of trustees (MC) take place during the year; at the same time, an increased number of sub-committees are taking the Guild's activities forward in the following areas: Grants; Finance and Investment; Membership; Publications and Publicity; Shop and Business (this last committee meeting monthly).

### Recruitment and appointment of new trustees

The charity in general meeting shall elect the officers and the other trustees. The trustees may appoint any person who is willing to act as a trustee. The number of trustees shall not be less than ten but (unless otherwise determined by a resolution of the charity in general meeting) shall not be subject to any maximum. Any member or volunteer can be nominated for potential trusteeship.

Nominees for trusteeship/members of the Management Committee are interviewed by the Chairman, sometimes also with the Hon Secretary, two referees are required in every case and nominations are agreed by the MC before being proposed for election at the AGM. In its trustees the Committee looks for areas of expertise important to the modern charity (e.g. law, finance, IT) and/or practical applications to help the Guild in its day to day work in the shop and hospital trolley services and other activities. In a similar fashion trustees can also be removed by the MC.

New members of the MC elected at the 2016 AGM were: Ms Lesley Evans, a Guild trolley service volunteer with considerable experience of management roles in various businesses; and Mr David Frank, a previous Guild Trustee with very wide experience of law, finance and charitable activities.

### **Risk Assessment**

The Management Committee (MC) has assessed the major risks to which the charity may be exposed and is satisfied that systems are in place to manage exposure to the risks. The categories of risk surveyed cover: governance; operations; finance; external environment; compliance. Some examples of risks include: the ability to sustain the needed level of volunteers and the current level of income, a fall in investment values and returns, reputational risks and unforeseen changes in the operation of the NHS. These risks are mitigated by active management by the MC and its sub-committees, close consultation with Barts Health NHS Trust Voluntary Services, careful review of investments and monitoring of the professional (special charity) investment advisers and liaison with BH NHS Trust board-level senior management.

### **Objectives and activities**

The objects of the Guild are to help the Royal Hospital of St Bartholomew by providing:

- **By personal service and by provision from the Charity's funds such amenities for the patients and staff as would not be available to them under the National Health Service;**
- **Such other charitable assistance to the Hospital, its patients, former patients, staff, students and others involved with the affairs of the Hospital as the trustees may determine.**

The main activities undertaken by the Guild to carry out these objects for the public benefit are:

- Running a general and souvenir shop as an amenity for patients, staff and visitors;
- Providing a trolley service for inpatients, selling newspapers, toiletries, confectionery and convenience items;
- Making grants for the provision of appropriate facilities on wards for patients and staff;
- Funding the purchase of clinical equipment in appropriate cases.

In relation to all the Guild's activities we have paid due regard to the guidance published by the Charity Commission concerning public benefit.

### **Achievements and performance**

#### **Shop services**

Apart from legacies and donations from time to time, the Guild's chief recurrent income is generated by the shop and trolley service (the latter, to hospital wards). In 2016-17 shop services' gross income (but net of VAT) was over 12% more than its equivalent for 2015-16 due to the shop's continuing advantage of a central location and the continuing excellence of commitment of our shop and trolley volunteers. The increase has been aided by the introduction of a bank card sales facility – card sales presently rising to an average of nearly 19% of total sales – and of a smart till, and the fact that more patients and hospital departments have now been brought together in the King George V block where the shop is located.

#### **Information technology**

A major project was set in train during 2016-17 to improve the Guild's website's capability with better online functionality for members to join, donations and bequests to be encouraged and shop items (such as souvenirs) to be bought. News, events and audio recordings would also be highlighted more extensively. (The new website was launched in May 2017).

#### **Membership**

The previously expressed intention to offer free membership of the Guild to students of the Barts and The London School of Medicine and Dentistry (BLSMD) has been fulfilled. Approximately 100 students have enrolled with the Guild at the date of signing. In return students may help, where practicable, with Guild activities but the chief purpose of the proposal is to attract the interest of a new generation of practitioners who may continue to support the Guild long after their student days have ended. The Guild now, too, is in a position to offer some financial support over several coming years for some educational needs of BLSMD students via a generous donation by Mrs Penny Wainwright and her family.

## **Grants**

A total of £18,528 was spent on grants to the Hospital during the year. Of these, many were small (i.e. under £1,000) for comforts such as a refrigerator, a stereo and five radios, clothes for Radiotherapy patients, a welcome desk for volunteers to use, and support for staff members attending conferences.

The Guild's major grant during the period under review was £10,000 for the purchase of three heart, weight and blood pressure monitors. Another significant grant during the year was a contribution of £2,000 to Barts Radio to help them improve their broadcasting facility.

## **Estimated numbers of beneficiaries served directly by the Guild**

We are now assessing rather more accurately the numbers using our shop and trolley service and the amount of time our volunteers give annually. It is estimated that on an average to good weekday about 350 customer 'visits' will be made currently to the shop and trolley service by patients, visitors and staff. It is also estimated that about 50 inpatients and ward staff buy items from the shop trolley on a weekend. Overall this amounts to approximately 90,000 visits/customers per year.

## **Estimated hours worked by the Guild volunteers during the year**

During the year the Guild's active volunteers of all types, front line and support, contribute very approximately 7,800 hours of work for the charity and, therefore, the hospital. [Front line services of the shop and ward trolley rounds, Monday-Friday, Saturday-Sunday = 6,500 hours per year. Management and support: officers and other trustees and their management committee meetings; sub-committee meetings and consultations; membership secretary, co-ordinators for grants, website, IT, Princess Alice Garden and the administrator = 1,300 hours per year].

## **Financial review**

The Financial Statements are set out in this report.

The charity's income for the year was £183,528 (2016: £171,758) and in addition the charity returned a surplus of £3,065 (2016: £10,617). There was also a net gain on investments which were entered into during the year of £11,782. The total funds are £563,952 (2016: £560,887).

## **Reserves Policy**

Our policy for the reserves is that we should endeavour to hold sufficient to cover a year's expenditure on shop related and other expenses, together with the current aim of spending about £20,000 per year on grants. The current amount therefore of such reserves is £183,781. We are extremely conscious, though, that in recent years the charity's financial position has been much enhanced by the receipt of some substantial legacies and improved turnover in the relocated shop. As a result our current unrestricted reserves stand at £532,741 so we exceed our policy target. We believe, though, that the current financial standing of the charity will enable us to further develop the charity to enable us to expand our grant giving ability to help the Trust. Based on the current level of its reserves the charity is well able to meet its projected obligations and liabilities and has no uncertainty over its going concern status as at the signing date.

## **Plans for future periods**

The trustees examine and consult on future needs and issues, mindful of being responsive to changing patient needs and hospital developments. Over the next five-year period we aim to:

- provide a new fit-out of the shop [initial re-fit to begin July 2017];
- enlarge the range of its stock;
- introduce online pre-ordering procedures for shop goods (including eventually orders for inpatients in wards);
- raise the level of grants (provided that the financial position allows it through shop income, improved fundraising and investments);
- increase membership numbers, both subscription members and active volunteers and including aspiration to increase the number of our corporate supporters.

The new website's capacity will contribute to helping with several of these initiatives. Maximising the utility of the website and undertaking an extensive refitting of the shop's interior and facility are priorities for the immediate time ahead, to further support the needs of patients, staff and visitors that rely on or serve Barts Hospital.

## Support

The Barts Health NHS Trust continues to be greatly supportive of its oldest service-providing volunteer charity.

The Guild appreciates the interest of staff of commercial companies that have expressed support for us, via largely in-kind assistance, and whose logos are displayed in the Annual Report. In recent years, and again during this year, the Guild is especially grateful for the financial sponsorship and volunteering contribution provided by Saunderson House Limited.

Approved by the Trustees on 27 July 2017 and signed on their behalf



Patrick Jennings, Chairman

## Update for 2016-2017

*The Annual Report focuses on the financial year 2016-2017 but in this section we also mention some activity in the current financial year the better to bring Guild members as up to date as we can with their charity's developments. Some of this information will also have been noted in the autumn and spring editions of Barts Guild News.*

## Chairmen: present and past



**Patrick Jennings** was elected Guild Chairman at the 2016 AGM. He has been a Guild Trustee since 2010 and he succeeded Andrew Phillips who was Chairman 2012-2016. Professor Chris Hudson also stepped down from the Management Committee. His shrewd stewardship steered the Guild during 2007-2012 and especially in the Centenary Year. For the Guild, Chris held three distinctions: his own high-achieving career culminating in his becoming Professor Emeritus in Obstetrics and Gynaecology (and now a Guild Vice-President); being the first man to chair the Guild; and being the longest serving chairman in one tenure of the Committee of Management in its present form (although our President, Ann Wickham, served longer during two spells as chairman).

## Trustees and Management Committee (MC) members

At the 2016 AGM Lesley Evans and David Frank were elected trustees. Lesley has considerable experience of management in various businesses and David has been a previous Guild Trustee with much experience of law, finance and charitable activities. Pearl Doyle retired and Sadie Ferris resigned from the MC. The shop service in particular has long benefited from their commitment and friendliness: colleagues who have exemplified the heart and soul of the Guild.

Sue Boswell also retired from the MC. Sue has given very much time and talent to us as a former Hon Secretary, our editor-in-chief and writer. The Calendar and Annual Report (in fact ten ARs) could not have been produced with such élan without Sue's expertise. Malcolm Crisp also left the MC. A member of the Guild with his wife Elizabeth for over twenty years, he has been grants co-ordinator, shop volunteer, court



photographer and outstanding supporter recognised by a national Order of Mercy award. For a time he continued to meet and greet patients and visitors at Barts: "he might have been your heartiest welcomer" in words of a WB Yeats poem.

Recently four new members have been co-opted to MC: Belinda Dee, the former director of development of the Barts Charity, experienced in fundraising, planning and marketing; Chris Hayes, an independent communications consultant and copywriter who has worked for, among others, 'Which?' magazine, the Press Complaints Commission and Anglo-American plc; Adrian Stirrup, a senior audit director who has worked for, among others, Aviva plc, Lloyds Banking Group, Fidelity Investments and Ernst & Young; and James Ballinger, an associate director of Saunderson House Limited, the financial planning and advisory group and supporter of the Guild.

Dr David Best and Dr Elizabeth Sparrow do not wish to stand for re-election for a second three year term as Trustees because of other commitments. We thank them greatly for their service, expertise and support.

Tony Dickenson, Hon Treasurer since 2015, resigned from the MC. We thank him very much indeed for all his work, contribution and service to the Guild in the last two years.

## Obituary

Mrs Joan Nichol, Guild volunteer and since 1991 a Vice-President, died in September 2016; she had been a Guild member for 44 years. For fifteen years she organised the Guild Ward Comforts Fund providing wards with clocks, fans, cushions and other comforts. Joan also greatly helped the Guild's external outings for elderly outpatients as well as fairs, flag days and concerts. A church kneeler (or hassock) that she embroidered is still used in the Church of St Bartholomew the Less today, as enduring as the memory of her winning and willing personality is to those who knew and worked with her.

## Fundraising and corporate support



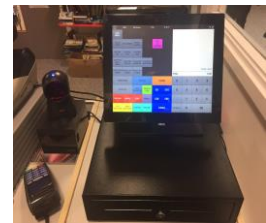
Once again our friends Saunderson House generously sponsored the **2016 Christmas concert** and will do so once again in 2017. We are most grateful for their warm support, and they also intend to order a further 2,000 Guild Christmas cards for their corporate mailing in 2017.

We thank, too, Williams Lea Tag for in-kind support, especially with printing to help shop services, and our printers of the Annual Report, TFW Printers, and Elior UK for sponsorship of hospitality for Guild volunteers. Very happily reviving some past times with medical college students' fundraising activity, trustee Dr Andrew Smith kindly arranged for the Guild to be one of the beneficiaries of the Barts and The London Students' RAG week fundraiser and we received a cheque for a little over £2,111. We greatly appreciate both the thought and deed of our student partners.

## Shop and trolley service

The growing reach and grasp of the shop and trolley service are illustrated by the numbers of those catered for and cited in the Report of the Trustees – about 90,000 visits by customers per year entailing about 6,500 volunteer hours per year serving them in the shop and ward trolley. This service is the lifeblood of the Guild's support to Barts and its work continues to be a tribute to our volunteers, Shop Manager Christine Ashby and to the regularly meeting and energetic Shop and Business Committee led by Lesley Evans. Very exciting has been the summer 2017 internal refit of the shop space and storeroom that the Guild commissioned Forest Gate Construction to undertake. This should further help space and shop image. The attractively redesigned shop is due to be formally opened by our Patron, HRH The Duke of Gloucester, on 3 October. Helped by a small group of enthusiastic volunteers the refit was project managed by Phil Moss, our Membership Secretary and IT Co-ordinator. Phil's expertise has been essential also to the new website (which will encourage much more scope for online sales) and introducing new technology, with accompanying training, to the shop.

Via a generous private donation new **smart tills** have been installed in the shop (since February) and on the trolley enabling volunteers to scan items for sale, resulting in faster service. Phil and Tony Dickenson, the Hon Treasurer, put great endeavour into programming details of all stock into the system so that the Guild can enhance stock control and analyse items' profitability. At the click of a computer mouse the smart till can provide Christine and the Treasurer with sales and stock control data.



Advertising in such as the 'Metro' for volunteers specifically for the Guild has had some success but it is apparent that similar advertising needs to be regular as a stream of volunteer recruitment is still much needed. A new Guild Volunteer Handbook including a road map of trolley routes has been prepared, providing guidance and instruction to help the work of those in the shop and trolley round.

Modernity in retailing is being embraced but the essence of the shop also continues to be the traditions of its volunteers' friendly and caring manner and the range of items it can consider selling. We now have, for example, a wide assortment of knitting and crocheting supplied by a significant number of good-hearted people: baby clothes, hats, bags, socks and more. In April we sold jewellery, knitting, books and other goods amounting to £300 while a similar sum was raised by a table-top sale in the King George V Building before Christmas.

## Events

### *A Celebration of Christmas*



December 2016 saw our annual concert. The Barts and The London Music Society, including the Society's Jazz Band, with conductor Matthew Hardy, gave a splendid performance of Christmas songs while husband and wife actors Delena Kidd and Gary Raymond selected and accomplished excellent readings. Sponsorship from Saunderson House (and their volunteers on the evening) was hugely appreciated by the organising committee and the Guild. Lynne Warnock arranged the enjoyable raffle, Bob Cooper took excellent photographs and we are especially grateful to Jan O'Neill for her oversight of the event conducted with customary care and panache.

### *Volunteers' Christmas Party*

This year the Guild held a volunteers' Christmas (and thank-you) party, funded by private donations, at the nearby Lord Raglan pub. It was a most enjoyable and lively occasion and Christine Ashby ensured a free and welcome raffle. Particular thanks for the organisation and running of the evening are due to Jenny Jeyarajah, Niamh Whelan, Christine and Patrick Jennings.



### *AGM Guest Speaker*

The guest speaker was Sir Stanley Wells CBE, the eminent Shakespeare scholar, in the 400<sup>th</sup> anniversary year of Shakespeare's death. He spoke of Shakespeare and the London in which he lived; insofar as Shakespeare had a local hospital for some of his time in London it would have been Barts. The Lady Mayoress later requested a copy of the text of Sir Stanley's talk.

## Christmas at Barts Hospital

The Guild's 300 Christmas gift packs to Barts inpatients and staff this year – one of the Guild's most appreciated services to Barts – were organised by Ann Wickham working with Anthea Finn, Mandy Handley, Margaret and David Henry, Sue Mason and Jackie Sanderson in a notable team. A Guild-branded mug was a principal gift, to go with traditional items such as toiletries. A most welcome re-introduction after many years was a Guild trolley service and presents-giving to the wards on Christmas Eve, Christmas Day and New Year's Eve. The Guild is very grateful to those volunteers – Steve Bench, Lesley Evans, Lorna Glace, Jane Hill, David Lenclume, Helen Wilding – who gave up their prime holiday time in this way, a reminder once more that the Guild's volunteers embody the spirit of being their brothers' and sisters' keepers.



## Guild website



The new website went live in May 2017, accessible to computer, tablet and smartphone: a very successful launch despite disruption by the worldwide cyber-attack that afflicted, among others, NHS institutions including Barts Health Trust. It provides much information and news of our activities, including audio material, and allows online payments for the first time. Through its much expanded functionality, provided by the contractor Pedalo, visitors to the site can become a member; donate; purchase souvenirs; register volunteer interest; apply for grants; and keep up with the very latest news. As it develops, the website should cater for the Guild's needs for years to come including, for example, events ticketing in due course. Much congratulation on a major project is due to the work of its Website Implementation Group chaired by Dr Elizabeth Sparrow and including Ian McDowell, Dr Andrew Smith and (external adviser) Rev Dr Sara Batts and especially to the commitment of Phil Moss, Guild IT Co-ordinator, who has done so much to develop the site.

The old website, constructed by Froot Websites in 2012-13, has been chosen for archival inclusion in the British Library's national web archive. Appropriately, the manuscript of our President's history of the Guild, 'A Century of Service', is also held by the national library. The BL wrote: "...it is interesting that we have also acquired the history of the Guild in manuscript form as researchers will be able to compare and contrast information [over time] across the different formats".

## Guild Administrator

Helen Cooper, our Administrator since 2014, retired in June 2017. She has raised the bar of our administration with her commitment, concern for proper outcomes, bridge-building with hospital staff and conscientiousness. She oversaw particularly well the office move from Gloucester House to St Martin's Le Grand. An accomplished classical musician in her main career it was characteristically creative of Helen that she proposed and organised the terrific Spring Serenade Concert of 2015 and which, Helen having encouraged her fellow musicians to give their time freely, turned a profit for the Guild. Our gratitude goes to Helen for her three years' many achievements for us.

Helen's successor is Abha Mehta whom we warmly welcome. And we also warmly welcome Hilary Tarr who is helping us with (initially) publishing the Annual Report.

## Grants

A full Grants Committee has now been formed, chaired by Valeria Locatelli and supporting Grants Co-ordinator Lorna Glace who continues the role long and well accomplished by Malcolm Crisp. It has been looking further at the criteria we should apply to grants applications while retaining flexibility to respond to patient and hospital needs.

Grants amounted to £18,528 in 2016-17, many being under £1,000 (see also the Notes to the Accounts). These included portable standing fans for ward patients, a welcome desk to be used by meeters and greeters, wall clocks and radios for long-term patients and visitor rooms, changes of clothing and a stereo for use in the Radiotherapy department, and support for staff attending professional conferences and seminars. There were also bedding and radios for the Bodley Scott Rooms: patients' accommodation for those receiving daily treatment who are well enough to be at home but may not wish to travel every day to the hospital. We also assisted with information packs for the Dr Vicky Clement-Jones Macmillan Cancer Information Centre at Barts.

A major grant of £10,000 bought three height, weight and heart monitors: these are proving invaluable to help outpatients in the King George V Building. The reborn Barts Radio service for patients received £2,000 to improve its office and studio space (an echo of Guild help given to the Radio's predecessor in the 1980s) and a fruitful association is developing wherein Barts Radio has been recording talks with Guild members and generally promulgating the Guild's services to patients and to Barts. Thanks to a large donation from Mrs Penny Wainwright and her family in memory of her father Dr Laurence Cartledge, a former Barts eye surgeon, we are finalising two forms of grant for Barts and The London School of Medicine and Dentistry (BLSMD) for students facing financial hardship and wishing to benefit Barts.

## Engagement with Barts and The London Students' Association (BLSA)



As well as the connection with fundraising and grants matters noted before, at time of writing almost 100 Barts and The London School of Medicine and Dentistry students have joined the Guild in an initiative agreed by the Management Committee and pursued by the Membership Committee, especially via the contacts of Dr Andrew Smith and the support of the President of the BLSA and his colleagues. BLSA's President in 2016-17, William Atkins, has generously written "...to extend my enormous gratitude to everyone involved with the Guild for effort you have put into growing the relationship with the BLSA this year. My interactions with the Guild in my role have been some of the most enjoyable occasions I've experienced in the past year, and I think there is so much our students stand to gain from continuing to grow the association between the Guild and the BLSA."



## Publications and Publicity

### **Calendar 2017**

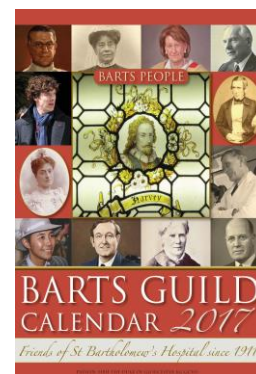
This Calendar was built around the theme of 'Barts people', from the very famous William Harvey and Sir Archibald McIndoe to less well-known figures but nonetheless eminent in their fields. The Calendar was complimented once again, not least by the President of the League of St Bartholomew's Nurses and her colleagues.

### **Barts Guild News**

Jan O'Neill's skilful editorship ensures the twice-yearly appearance of *Barts Guild News*, comprising a full gallery of news and announcements, historical articles and some reminiscences. More 'volunteer voices' to be published in BGN are always to be encouraged.

### **Social Media**

The Guild is also now active on Facebook and Twitter, so please follow us and look out for our posts, links and images.



## Princess Alice Garden

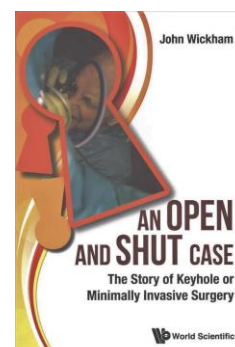


The Garden continues as a haven of tranquillity over which Jackie Roe keeps a watchful eye. We are grateful to Noel Shiel, our part-time gardener, for his conscientious upkeep of the Garden.

## 'An Open and Shut Case'

Our President's husband John Wickham, one of the most eminent consultant urologists of recent times, has published in 2017 *An Open and Shut Case: The Story of Keyhole or Minimally Invasive Surgery*. Part memoir and part reflection on medical progress and issues, it is a very interesting, stylish and enlivening read.

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## Management Committee discussions

The work and progress of the Guild and its sub-committees are overseen by the Management Committee, which also shapes policy. In the last year the Guild has adopted policies on Conflicts of Interest and on Vulnerable Beneficiaries and has undertaken a Risk Assessment of the charity's assets, resources and processes in preparing a Risk Management policy. These stated policies reflect Charity Commission requirements.

**And finally...** The Officers, Trustees and other members of the Committee of Management wish to thank all the volunteers who make the Guild what it is and also our Shop Manager, IT Co-ordinator and Administrator for their considerable contributions. But recognition spreads wider. Referring to the Guild's presence at the grand opening of the Barts Charity Hub in the hospital, Aneta Saunders, BC's Director of Community and Engagement, said: "The Guild plays such an integral role at Barts that we could not have imagined the event without you all."

# Our Chairman's letter

It is a great privilege to be Chairman of the Guild and I am pleased to report that the Guild is surging forward on a number of fronts.

In my first year as Chairman, I have seen at first-hand how many facets there are to the work of the Guild and this has reinforced my belief that the good that the Guild can provide is limitless.

The Guild's Volunteers are the bedrock of the Guild and embody our ethos of caring for others. We are very grateful to them all – in so many ways, as I have said before but have no hesitation in repeating, ***our volunteers are the Guild.***

As referred to elsewhere in this report, this year has seen some significant developments for the Guild, namely, the completion of the shop refurbishment, the new shop smart till, the new website and the development of our volunteering administration with the provision of Volunteers' Handbook. This provides a manual for volunteers setting out how to work as a volunteer on the trolley service and in the shop. Working in a hospital such as Barts inevitably has become increasingly involved and complex and the handbook is designed to assist in covering most of the important matters to be borne in mind.

Our Volunteers' trolley service continues to be at the heart of the Guild's charitable purpose of giving to patients and staff by the provision of personal service. It was excellent that this year, in addition to our Christmas gifts to patients and staff, we were able to provide a Christmas Day trolley service. We are all truly grateful to all those involved.

The Guild's link with Barts Radio continues with the broadcast of Andrew Phillips giving his reflections on Barts to our trustee/interviewer Ian McDowell. This has been broadcast on Barts Radio and is available on the Guild Website ([www.bartsguild.org.uk](http://www.bartsguild.org.uk)).

This has been followed by the Guild's President, Ann Wickham giving Ian an insight into her life and career by choosing the music and a recital that she would take to accompany her if she were to have to walk to London à la Dick Whittington. Again, this broadcast is available on the Guild's website.

The Guild's work is supported by a number of sponsors including Saunderson House who have continued their financial and practical support of the Christmas Concert, as well as ordering approximately 2,000 Guild Christmas Cards to send to their clients, thereby spreading the name of the Guild. Additionally, we are most grateful to Elior, the hospital's caterers, for agreeing to sponsor this year's Guild Volunteers' Christmas Party and we will greatly look forward to raising a glass in their honour at the party.

## Life as the Guild's Chairman

There are a number of difficult challenges being part of a volunteering organisation. We all come from very different backgrounds and have very different ways of going about our business and getting things done. The goal is to embrace those differences, accept each other's idiosyncrasies (*especially mine*) and support each other in striving to achieve our goal and keep the Guild moving forward and supporting Barts Hospital, its patients and staff. To my mind, this is achieved by a combination of flexibility, understanding, creativity and practicality which I know that all of us try hard to achieve, usually with a large measure of success.

Finally, I would like to thank all the trustees, co-opted members of the Management Committee as well as our volunteers for all their hard work in supporting the Guild, so much of which is unheralded and unseen but nonetheless vital to all that the Guild achieves.

**Patrick Jennings**

## Our previous Chairman reflects ....



Shakespeare's "We have heard the chimes at midnight" is one of the simplest, but richest, lines in English drama. It's the passing of time; time that does not wait and it is the feeling I have upon stepping down as Guild Chairman. It has been an honour. As I thank my fellow Officers and Trustees, our Shop Manager, Administrator, other colleagues holding executive responsibilities and all our volunteers and members, it is not just for the year past but for the last four years.

Patrick Jennings is now elected Guild Chairman. He has been a very valued Management Committee member since 2010 and has given particularly strong support to development of the Guild shop and to relations with corporate supporters. Patrick will bring fresh perspectives but also provide continuity.

The Annual Report notes achievements and next steps and estimates the considerable number of people we help directly through our shop and trolley service and also the extent of time Guild volunteers – many of you! – give annually to Barts Hospital. Finance is at a satisfactory level, much improved from the position of half a dozen years ago while a 2016 recruitment drive has brought more volunteers once again. Our profile, too, is much more visible than some years ago. However it is clear that we shall need to mount, with the support of the Trust's Voluntary Service, regular recruitment drives to maintain and increase the services we give.

The Management Committee has been looking at future directions to follow with expanded membership and greater use of technology as early priorities. A key element will be the development of a website fully fit for the second decade of this century and which could incorporate features and links expected by many people of all ages today and tomorrow. The new shop furthermore requires an improved internal fit-out and we are confident that significant progress can now be accomplished on this.

An innovative initiative is being seized. This offers free Guild membership to students of the Barts and The London School of Medicine and Dentistry although, unlike subscription members and volunteers, they will not receive printed copies of our regular publications. This may well lead to some students helping our front-line volunteering but the high purpose will be to introduce a new generation to the Guild. I prize this prospect also because it chimes with the 'social contract' across generations espoused by the political-social thought of Edmund Burke who would have so approved of the work and spirit of the Barts Guild.

We were not awarded at the last The Queen's Award for Voluntary Service but can take great encouragement from the warm appreciation of our work expressed by the QAVS Team and also, once more, by our very supportive Patron.

"Ideas ripen like fruits and men... [but] All works... are unfinished" wrote François Mitterrand, France's longest serving and most intellectual president. I am very conscious how much remains to be addressed and achieved. More members overall, more volunteers, more corporate supporters and ever closer links with Hospital staff continue to be not just ambitions but needs. In this last regard the more immediate relation with the new structure of a separate management board for Barts Hospital is beginning to bear fruit for the Guild.

In recent years we've made notable progress in significant areas. I think though this has been, and is, a particular time of transition for the Guild. We deal now with the embrace of a climate of healthcare changes locally and nationally, the shortages of NHS finance, the rapid extension of new technology and its cohort of social media.

Edmund Burke did not compress his philosophy into a single treatise. It emerges from his speeches and writings lifelong, not always consistently and sometimes bearing contradictions (though not deeply). But a perceptive commentator has remarked that Burke "got all the big calls right". The Guild over decades has done this too and there is every sign it can continue to do.

**Andrew Phillips**

*Adapted from the Chairman's letter to Guild members, September 2016*

# Guild Members and Volunteers 2017

Dr David Abell	Mr Robert Cooper	Miss Margaret Hazard
Miss Shivanie Acharya	Ms Helen Cooper	Mr Paul Heasmer
Miss Atena Ahmed	Miss Ellie Coote	Mrs Margaret Henry
Mrs Caroline Allington	Ms Madeleine Craggs	Ms Jane Hill
Mrs Gillian Anderson	Mrs Elizabeth Crisp	Mrs Katherine Hill
Mrs Marilyn Anderson	Mr Malcolm Crisp	Mrs Abigail Hinchcliffe
Mr Kok Han Ang	Mr Conor Czech	Mrs Pauline Hirst
Miss Megan Annetts	Mr Stephen Dar	Miss Hilary Hiscocks
Miss Mary Armstrong	Ms Maxine Davies	Miss Sian Hobson
Miss Christine Ashby	Mrs Kate Dawson	Professor Sir Deian Hopkin
Mr & Mrs J R Aspinall	Ms Belinda Dee	Professor Christopher Hudson
Mrs Sandra Assell	Miss Jiliana Delmi	Mrs Margaret Hughes
Mr William Atkins	Miss Bethany Dewhurst	Mrs Mary Hunter
Mrs Marjorie Ayers	Mr Tony Dickenson	Mr Aatif Husain
Mr Alexander Badenoch	Mr Peter Dillon	Miss Marvi Iftikhar
Miss Sheelagh Bailey	Mr Russell Donovan	Miss Farzana Irani
Mr Rodger Ball	Mrs Pearl Doyle	Miss Olive James
Mr James Ballinger	Mr Jack Dryburgh-Jones	Miss Chris Jaques
Miss Anna Barnfield	Mr James Eaton	Mrs Jayne Jennings
Miss Margaret Bates	Mrs Jenny Edmonds	Mr Patrick Jennings
Miss Rosalind Bax	Miss Georgina Elliot	Mr Arjun Jeyarajah
Mrs Sue Bax	Ms Lesley Evans	Mrs Jenny Jeyarajah
Mr Stephen Bench	Ms Sue Evans	Miss Rebecca John
Mrs Lia Bermingham	Mrs Hilda Fazzani	Mrs Joan Johnson
Mr Leslie Berrie	Miss Alison Fenwick	Mr Ross Johnston
Dr David Besser	Mrs Sadie Ferris	Mr Harry Jolley
Mrs Valerie Besser	Mrs Anthea Finn	Ms Annwen Jones
Dr David Best	Mr Geoffrey Finn	Miss Gloria Jones
Miss Roshni Bhudia	Ms Rosie Firth Burnside	Miss Sindhuja Jothimurugan
Mrs Louise Biggs	Miss Rebecca France	Mr Lucas Jullian
Mrs Ann Blackledge	Mr David Frank	Miss Mandeep Kang
Mr Sumanjeet Bose	Miss Subhasheene Ganesan	Mr Amar Kanzaria
Mrs Sue Boswell	Miss Sandra Gann	Mr Elshad Karbasi
Mrs Helen Boulton	Mrs Patricia Gardner	Dr Ian Kelsey Fry
Mr Derek Boyce	Miss Jennifer Gaze	Mrs Mary Kelsey Fry
Mr Rupert Boyce-Bown	Ms Patricia Gillen	Ms Stephanie Kerstein
Dr Jeremy Bradley	Mrs Margaret Gillett	Mrs Jane Keyes
Ms Julia Briscoe	Mr Cedric Gilson	Mr Ameer Hamid Khan
Mr Chad Brooker	Miss Lorna Glace	Miss Alison Knapp
Mr Garry Brooks	Ms Monique Gold	Mr Benjamin Koetsier
Mrs Janet Brown	Mrs Jane Graham	Mrs Patricia Kraft
Miss Emily Budd	Mr Michal Grela	Mr Rob Krug
Mr Gabriel Burchell	Miss Anhya Griffiths	Mr David L'enclume
Dr Andrew Burnett	Mr Anuj Gupta	Miss Joanna Lampard
Mrs Lesley Burnett	Mrs Lorna Habart	Ms Sandy Lane
Mrs Rita Buttigieg	Dr Heather Hackett	Mrs Joyce Larby
Ms Jane Carey-Harris	Miss Rachael Hall	Mr Edward Laurent
Mr Lawrence Carter	Mrs Elsie Halsey	Mrs Elaine Law
Mr Clyde Castellino	Mrs Ellen Hamer	Miss Anna Leadley
Miss Jacinder Chahal	Mrs Daphne Hamilton Fairley OBE	Mr Jen Wei Lee
Miss Jessica Challenger	Mrs Sylvia Hampton	Miss M A Lennon
Lady Aileen Chalstrey	Mrs Amanda Handley	Mrs Patricia Lettin
Miss Anne Chua	Ms Chris Harocopos	Mr Stan Levy
Mrs Elizabeth Cleaver	Mr Nicholas Harrison	Mrs Marilyn Lewis
Mr Patrick Coldstream	Mr Michael Hayden	Miss Kai Liang
Mr Xavier Conner	Mr Chris Hayes	Miss Marie Lim



Mrs Sarah Lister  
 Miss Xinting Liu  
 Miss Jane Lloyd  
 Mrs Wendy Lloyd-Bailey  
 Ms Valeria Locatelli  
 Mr Thomas Longbottom  
 Mr Timothy Loong  
 Mrs Sybil Love  
 Miss Valerie Luxton  
 Ms Emma Lyne-Smith  
 Mr Abhiram Magesh  
 Miss Naheed Malik  
 Mrs Joyce Malpas  
 Mr Stephen Marsh  
 Mr Paul Mascard  
 Mrs Susan Mason  
 Mrs J Matthews  
 Miss Ashwini Maudhoo  
 Mr Adrian McCabe  
 Mr Ian McDowell  
 Mr Ruari McGowan  
 Miss Frances McHugh  
 Mrs Mary McNab Jones  
 Mrs Wendy Mead OBE CC  
 Mr David Mears  
 Ms Sally Mears  
 Mrs Abha Mehta  
 Mr Aidan Mellan  
 Hon. Sir Stephen Mitchell  
 Mrs Jean Morris  
 Mr Phil Moss  
 Mr Terence Moss  
 Mr Harris Nageswaran  
 Mr Yash Narayan  
 Mrs Pamela Nash  
 Mrs Jean Nathan  
 Mr Jim O'Hagan  
 Ms Jan O'Neill  
 Mrs Margaret Oates  
 Dr William Owen  
 Mr Ismail Ozsoykal  
 Mrs Barbara Pare  
 Miss Hannah Parker  
 Mr Krish Patel  
 Dr Andrew Pembroke  
 Dr Jacqueline Pembroke

Lady Judy Percival  
 Mr Mark Petrarca  
 Mr Andrew Phillips  
 Mrs Claire Phillips  
 Mr Edward Phillips  
 Ms Elana Pickering  
 Miss Parisa Pirjamali  
 Ms Janina Pogorzelski  
 Miss Charlotte Pollock  
 Miss Molly Price-Smith  
 Miss Victoria Randall  
 Mrs Norah Reed  
 Mrs Sylvia Reed  
 Ms Daisy Riddle  
 Mrs Angela Ringer  
 Mrs Jean Ritchie  
 Miss Jackie Roe  
 Miss Margaret Roles  
 Miss Ann Rose  
 Mr Michael Rosen  
 Mrs Jean Rowland  
 Ms Jill Rowlinson  
 Mrs Margaret Rumsey  
 Mrs Dawn Runnicles  
 Mr Ray Russo  
 Mrs Jacqueline Sanderson  
 Miss Gauri Saxena  
 Mr Christoph Schmidt  
 Sir Marcus Setchell KCVO  
 Miss Rishita Shah  
 Mr Vinay Shah  
 Ms Pui Yan Sham  
 Mr William Shand  
 Mr Sathyam Sharma  
 Dr Elizabeth Shaw  
 Miss Maria Sheikh  
 Mrs Alison Shepherd  
 Mrs Carol Shepherd  
 Mrs Pat Simmonds  
 Dr Paul Simmons  
 Dr Andrew Smith  
 Mr Joseph Smith  
 Ms Elisabeth Smyth  
 Dr Elizabeth Sparrow  
 Miss Isabella Spence  
 Mr Danujan Sriranganathan

Mrs Janet Stinton  
 Mr Robert Stinton  
 Mr Adrian Stirrup  
 Mrs Rosamund Stocks  
 Mrs Gisela Stone  
 Mrs Clare Sweatman  
 Mrs Hilary Tarr  
 Mr Tun Tha  
 Miss Sarmila Tharmakulasingam  
 Mr Lewis Thomas  
 Mrs Cynthia Thompson  
 Mr Jack William Tooze  
 Miss Bryony Torble  
 Dr Audrey Tucker  
 Mr Ian Tunstall  
 Mr James Ung  
 Mr Jan Valadao Spoorenberg  
 Mrs Jane Valentine  
 Mr Abhilash Vasan  
 Mr Martin Wainwright  
 Mrs Penny Wainwright  
 Miss Mary Walker  
 Mrs Peggy Walsh  
 Mrs Lynne Warnock  
 Mr David Way  
 Miss Eika Webb  
 Dr Judith Webb  
 Miss Niamh Whelan  
 Miss Gemma White  
 Dr Veronica White  
 Miss Katherine Wichmann  
 Mrs Ann Wickham  
 Mr John Wickham  
 Ms Helen Wilding  
 Ms Maya Wiles  
 Mr Daniel Williams  
 Mr Samson Asher Williams  
 Miss Siobhan Williams  
 Miss Jemimah Williams-Rumble  
 Mr Joshua Wortelhock  
 Mrs Margaret Wyatt  
 Mrs Mary Wyatt  
 Ms Lucy Yendole  
 Miss Aisha Younis  
 Mr Hongguang Zhu

## Some photos from our Facebook page



<https://www.facebook.com/BartsHospitalGuild>

# **The Guild of the Royal Hospital of St Bartholomew**



## **ANNUAL GENERAL MEETING 2016**

### **MINUTES**

#### **OF THE ANNUAL GENERAL MEETING OF THE GUILD OF THE ROYAL HOSPITAL OF ST BARTHOLOMEW HELD ON THURSDAY 20 OCTOBER 2016 AT 2.30 PM IN THE GREAT HALL ST BARTHOLOMEW'S HOSPITAL**

##### **1 President's Welcome – Mrs Ann Wickham**

Mrs Ann Wickham welcomed volunteers, members, committee members, guests and relatives to the meeting including: Lady Mountevans, the Lady Mayoress; the Sheriff's Ladies, Mrs Hilary Russell and Mrs Lindy Estlin; Prof Sir Stanley Wells CBE, Shakespearean scholar and literary critic and Guest Speaker; Dr Edward Rowland, Barts Hospital Medical Director; Ms Sharon Ngweni, Barts Charity; Trustee nominee Ms Lesley Evans; and the Barts Guild's Chairman, Vice-Chairman (and Chairman of the Voluntary Board of Barts Hospital Governors), Honorary Treasurer, Honorary Secretary, IT Consultant and Administrator.

##### **Apologies for absence**

Ms Alwen Williams CBE, Chief Executive, Barts Health NHS Trust; Mr John Bacon CB, Chairman, Barts Health; and representatives of: Barts Charity; Attend; League of St Bartholomew's Nurses; Barts Health Archives Committee; Rahere Association; Voluntary Board; and the Friends bodies of: Royal London Hospital, Hammersmith Hospital, Charing Cross Hospital, St Thomas' Hospital, University College London Hospitals.

##### **President's Address – Mrs Ann Wickham**

A very warm welcome to all Guild members and volunteers and distinguished guests and friends to the 105<sup>th</sup> AGM of the Guild of the Royal Hospital of St Bartholomew.

We are both honoured and delighted to welcome the Lady Mayoress, Lady Mountevans. As Lady Mayoress you are a Vice President of the Guild during your year of office. We also welcome this year's Sheriffs' Ladies Mrs Hilary Russell and Mrs Lindy Estlin. We welcome our guest speaker today, Prof Sir Stanley Wells, acclaimed Shakespearean scholar. Welcome especially, too, to Mrs Pam Hibbs, Former Matron of Barts Hospital, Mr Ian Haig, Director of Operations for Barts Hospital, Ms Nancy Whiskin, Head of Volunteering, Mr Will Atkins, President of the Barts and The London Students' Association and his Vice-Presidents, Mrs Barbara Keane of the Rahere Association and Ms Mary Morgan of the Friends of the Great Hall.

Barts Guild has been caring for the welfare of and supporting the patients and staff of Barts Hospital since 1911. We have survived political, social and medical changes and upheavals. Like a silent army we just carried on and helped wherever we were needed. I believe the survival of any voluntary association or organisation is dependent on three principles: commitment, communication and continuity.

**Commitment** – As members of the Guild we voluntarily give our time to help and support the patients and staff of Barts. Currently volunteers manage and run the shop and trolley service to the wards, produce and edit the annual report and newsletters, serve on the committee, wrap Christmas presents and look after the Princess Alice Garden. We organise fairs and Christmas concerts to help raise money for our projects. The Guild is truly committed and performs all these tasks for the benefits of the patients and staff.

**Communication** – I know the world is slowly disappearing under a tsunami of paper, but we can't live in isolation and communication is still important, whether at committee level or to keep members informed about events through the annual report and the newsletters. Communication also means talking to and spending time with patients and their relatives, who are quite possibly frightened and in

a strange and alien environment, worried about their illness, their family and home, and their employment. If there is a language problem, a smile and a handclasp can speak a thousand words. A sense of calm as well as a sense of humour is certainly an asset and with which the Volunteers are well endowed. Communication is also maintained with the Barts Health Trust and Charity, and all those individuals and companies who have helped the Guild in so many ways as well as other Hospital Friends.

**Continuity** – The Royal Hospital of St Bartholomew was founded in 1123. Henry Fitz-Ailwyn became Mayor of the City of London in 1189. The Guild of the Royal Hospital of St Bartholomew was founded in 1911. It is now 2016 and all these organisations are still extant and thriving. But continuity doesn't just happen. It takes leadership and a dedicated, loyal, hands-on and supporting committee or council. It means hard work, time, patience, attention to detail and a sense of humour – perhaps tempered with a good supply of midnight oil – and maybe even a crystal ball. It also takes courage in sometimes having to make unpopular decisions, as well as having the foresight and faith to envisage the future, always remembering past achievements. Over the years, we have been very fortunate with wise leadership and strong supporting committees. And each member of the Guild, past and present, through their generosity of spirit have all endorsed the principles of commitment, communication and continuity. I thank and salute you all and I look forward to seeing you all next year.

## **2 Minutes**

The Minutes of the AGM held on 28 October 2015 were approved as a correct record.

## **3 Annual Report and Accounts 2015-16 – Mr Tony Dickenson**

The Annual Report and Accounts 2015-16 had been circulated and were adopted.

The Treasurer reported that the Financial Reporting Standard 102 (FRS 102) has applied to our accounts for the first time. We have also introduced regular weekly reporting of the sales receipts for shop takings allowing any trends to be acted upon. The implementation of internet banking has enabled closer control of receipts on a daily basis. We now pay most of our suppliers directly into their banks. The first full year of the shop in the King George V building has seen an increase of 57% on the previous year. To help us deal with the additional income, the Post Office now collects our income on a weekly basis. We have installed a debit/credit card machine in the shop.

There have been two notable donations. The first is from Mrs Penny Wainwright of £20,000 in memory of her father Dr Laurence Cartledge, who was house-surgeon to the Ophthalmology Department at Barts until his death in 1956. The second donation is from the Smyrk Trust of £8,072 from its closure, which is to be used to improve the shop. Subscriptions and a new spring concert, together with the annual Christmas concert, contributed a further £8,051 for Guild funds.

Administration expenses for the year were 7% higher than the previous year to pay for a new Independent Examiner and IT consultancy. A new quarterly management accounts report for Trustees has been introduced to better understand the income and expenditure areas of the Guild and aid them in making decisions about the future development of the Guild. During the year grants totalling £26,426 were paid to Barts Hospital.

The major grant was £17,861 for the provision of a sound system for the Great Hall.

The total assets of the Guild at the end of the year are £560,887 of which £28,533 is Restricted Funds. In order to create a better return on overall funds the Guild has agreed to engage with professional advisers. CCLA have been appointed and an account will be set up with them.

## **4 Election of Officers and Committee Members**

### **4.1 Officers**

The retirements were reported of the Chairman Mr Andrew Phillips and of trustees Mrs Sue Boswell, Mrs Pearl Doyle and Ms Jan O'Neill.

The appointment of Mr Patrick Jennings to be Chairman, and the annual re-election of Sir Marcus Setchell KCV0 as Vice-Chairman and Mrs Jenny Jeyarajah as Honorary Secretary, were approved.

### **4.2 Members of the Committee of Management**

The appointment as trustees of Ms Lesley Evans and Mr David Frank was approved for an initial period of three years. The re-election of Mrs Wendy Mead OBE CC and Miss Niamh Whelan was approved.

## **5 Chairman's Report – Mr Andrew Phillips**

Andrew Phillips gave his last report as Chairman. He congratulated the incoming Chairman Patrick Jennings and the new trustees on their election and paid tribute to those retiring as trustees. He thanked the President, Officers, Trustees, Shop Manager, Administrator and all the Volunteers and Co-ordinators for the work they had done during his four years' chairmanship and for the help given to him personally. He particularly wished to thank the Hon Secretary Jenny Jeyarajah.

He summarised a survey of the Guild's chief progress and issues, further outlined in his Chairman's letter to members and in the Trustee Report [pages 3-5] of the Annual Report. **People:** Our lifeblood. There had been an encouraging recent volunteer recruitment drive but more such was needed. The help of the Trust's Head of Volunteering and her colleagues was acknowledged. **Pounds:** Finance was at a satisfactory level due to much improved shop income and legacies. More active market investing would help further. **Performance:** He drew attention to the statistics in the Trustee Report concerning the number of people the Guild reaches out to and the amount of time contributed by our volunteers. It was a powerful record. **Profile:** The Guild was investing in future infrastructure, a new website that would enable us to help better many of our activities, and a shop refit. **Personalities:** The Management Committee was a strong one with a wide range of skills and backgrounds. **Potential:** We were engaging with younger constituencies; the presence at the AGM of the President and Vice Presidents of the BL Students' Association was a welcome and visible indicator of that. All time was transitional but the last few years had seemed especially so for the Guild as we embrace, for example, new technology, a new shop and changed requirements in both the health and charity worlds. We had made progress in significant areas but he felt disappointed in himself that he had not been able to do more to increase member numbers and to engage more corporate supporters. He hoped to help with these needs albeit as more of a foot soldier now. However, the Guild's basis was strong and its future should be active and important. Ending on a very personal note, he hoped his young grandchildren would play a part in the work of the Guild and of Barts Hospital one day.

## **6 Forthcoming events**

Lord Mayor's Show: Saturday 12 November 2016  
Christmas Concert: Tuesday 6 December 2016 in the Great Hall  
AGM 2017: 26 October (subsequently changed to 23 October)  
New Shop (formal) Opening – Date to be confirmed

## **7 Presentation of Certificates**

The Lady Mayoress presented Long Service Certificates to Mrs Daphne Hamilton Fairley for 50 years' service, Mr Malcolm Crisp for 22 years and Mrs Wendy Mead OBE 15 years. The President gave Mrs Hamilton Fairley a bouquet of flowers.

### **Address by the Lady Mayoress, Lady Mountevans**

It is a pleasure for me to be here. My son was born at Barts and I had superb care. It is a delight to come back again. The hospital now provides a high-level cardiac service ensuring immediate care to those patients whose outcome would be affected without such advances. I applaud the work of the Volunteers in the hospital and have an understanding of the dedication involved and the value of community, having volunteered myself. I salute again the receivers of their Long Service awards - Daphne, Malcolm and Wendy.

## **8 Any other business – Sir Marcus Setchell**

### **Tribute to Mrs Ann Wickham for 50 years of association with the Guild**

The Guild's Vice-Chairman addressed the AGM to apprise members, volunteers and guests that Mrs Ann Wickham has achieved 50 years of Guild membership and has been actively involved for all of those years. Her volunteering has been recognised by her award of the Order of Mercy. Her husband John Wickham is a retired urologist and an eminent surgeon who pioneered keyhole surgery having first arrived at Barts as a medical student. As was often the case, wives of Barts consultants became Women's Guild members and Ann has taken on all the officer positions in the Guild during her 50 years. She volunteers, walks in the Lord Mayor's Show and has been Chairman for two spells. We owe her a huge debt of gratitude and would like to present her now with her certificate and some flowers. We do hope that we will continue to enjoy her commitment to the Guild and as we thank her we also thank her husband and her family.

### **Tribute to Mr Andrew Phillips on his retirement as Chairman**

The Vice-Chairman continued by speaking of the achievements of Mr Andrew Phillips during his tenure as Chairman and long association with Barts. Andrew joined the Guild in 2010 and became Chairman in 2012. It became clear that the Trust and development of clinical care were changing rapidly and Andrew as Chairman recognised that the Guild needed to meet the new. Modernising aspects have been encouraged, allowing a new constitution, new trustees and sub-committees to raise the profile of the Guild and not least to enhance the benefits for patients.

We are all thankful to Andrew for his archival interests, the literary and historical content both written and verbal we so enjoyed in any of his communications, and indeed we hope we can look forward to more as he continues his connection with the Guild.

### **Thanks are recorded for those who have helped in this year's AGM:**

Christine Ashby for organising the souvenir stall, Sadie Ferris for organising and arranging the flowers, Helen Cooper for her administrative support and event management, Lynne Warnock, Ian McDowell, Phil Moss for holding the raffle, and the Great Hall staff, Josephine Wellington, Sergey and Mariella for producing the catering for the occasion.

### **All then enjoyed a talk from our Guest Speaker – Professor Sir Stanley Wells**

It was fitting that during the 400<sup>th</sup> anniversary of Shakespeare's death Sir Stanley Wells should share his thoughts of our most famous playwright, his life in London near Barts and how he wrote to reflect the issues of the day. Sir Stanley's talk was met with acclaim.

At the end of the afternoon members and guests enjoyed the souvenir stall and the raffle.

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# Report of the Honorary Treasurer

## Report of the Honorary Treasurer for the year ended 31 March 2017



This is my second and final report as Treasurer and it has been another year of change, not least with the actual accounts themselves. Last year we adopted the Financial Reporting Standard for Small Entities (FRSSE) and we have moved on to adopt Financial Reporting Standard 102 (FRS 102 SORP) this year. This has caused a lot of work but we are now set with a template for the accounts for subsequent years.

The shop takings have again continued to improve with total sales income of £146,005 for the year. This is an increase of 12% on the previous year (2016: £130,257). The debit/credit card machine is starting to take a larger percentage of sales thus reducing the amount of cash. From a lowly start of just over 6% of sales, it has increased to an average now of 19%.

The regular weekly reporting of the sales receipts has continued to help us better understand the shop takings. Any trends or peaks or troughs can thus be identified and acted upon. The implementation of internet banking has been a massive improvement on the previous situation of waiting for monthly bank statements. It has enabled me to ensure that all the receipts are received into our account on a daily basis as expected, with the ability to act much earlier if there is a discrepancy. I also now pay almost all of our suppliers directly into their banks, thus saving the time and expense of raising cheques.

We had an unexpected final distribution of £13,981 from the estate of Mrs Nellie Fiorentini. There were also two notable donations. The first was the second instalment from Mrs Penny Wainwright of £5,000 in memory of her father Dr Laurence Cartledge, who was house-surgeon to the Ophthalmology Department at Barts until his death in 1956. The second donation of £2,500 was towards the purchase of a smart till for the shop. The till has so far only been used to record the sales of all the products.

The next stage of the shop till development is to look at sales and identify slow or poor sellers. This information will enable us to improve the stock ordering and reduce the risk of obsolescence. After that, the intention is for all the purchases to be entered onto the till when received with corresponding costs. This will then enable us to see the relative profit margins of products and thus aid pricing decisions in future. There is a tremendous amount of work, though, that needs to be done before this becomes a reality. It then needs to be maintained at that standard for the data to be meaningful.

A major change this year was the setting up of an investment account with CCLA, mainly thanks to the work of David Frank. This has earned £7,333 income for the two quarters, with the expectation that this should double next year when we have a full investment year. We also made a net gain of £11,782 on the investments.

Administration and shop expenses increased during for the year due to our investment in the shop till and our considerable investment in IT support and the complete construction of a new website ([www.bartsguild.org.uk](http://www.bartsguild.org.uk)). This has been a large commitment managed in the main by Phil Moss, for which I offer my sincere thanks.

It is thanks to the aforementioned legacy and investment returns that these costs were covered during the year and a small surplus of £3,065 retained. The total assets of the Guild at the end of the year are £563,952 of which £31,211 are Restricted Funds (2016: £560,887).

The biggest disappointment of the year was that the grants given out were only £18,528 (2016: £26,426). Whilst a lot of focus is on improving the shop and hence sales and profitability, the area of grants given is somewhat lagging behind. This is an area that needs a major focus moving forward, especially when you consider that no grants have yet been given in this financial year. We need to start distributing some of our reserves in grants; otherwise we could be viewed as just stockpiling funds rather than carrying out the objects of the Guild.

**Tony Dickenson**  
**Honorary Treasurer**

## **Independent Examiner's Report to the Trustees of The Guild of the Royal Hospital of St Bartholomew**

I report on the accounts of the charity for the year ended 31 March 2017.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Geoffrey Frost BSc(Hons) FCA  
Blue Spire Limited  
South Pallant  
Chichester  
West Sussex  
PO19 1SY

Date

31 July 2017

**THE GUILD OF THE ROYAL HOSPITAL OF ST BARTHOLOMEW**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**  
**All funds Year Ended 31 March 2017**

|                                    |              | <b>Unrestricted<br/>Funds</b> | <b>2016-17<br/>Restricted<br/>Funds</b> | <b>Total</b>   | <b>2015-16<br/>Total<br/>Funds</b> |
|------------------------------------|--------------|-------------------------------|-----------------------------------------|----------------|------------------------------------|
|                                    | <b>Notes</b> | <b>£</b>                      | <b>£</b>                                | <b>£</b>       | <b>£</b>                           |
| <b>Income and Endowments:</b>      |              |                               |                                         |                |                                    |
| Donations and Legacies             | 2            | 16,898                        | 5,000                                   | 21,898         | 23,836                             |
| Charitable activities              | 3            | 146,005                       | 2,554                                   | 148,559        | 138,329                            |
| Other trading activities           | 4            | 5,738                         | -                                       | 5,738          | 8,051                              |
| Investments                        | 5            | 7,333                         | -                                       | 7,333          | 1,542                              |
| <b>Total</b>                       |              | <b>175,974</b>                | <b>7,554</b>                            | <b>183,528</b> | <b>171,758</b>                     |
| <b>Expenditure:</b>                |              |                               |                                         |                |                                    |
| Raising funds                      | 6            | 5,061                         | -                                       | 5,061          | 4,898                              |
| Charitable activities              | 7            | 182,308                       | 4,876                                   | 187,184        | 156,243                            |
| <b>Total</b>                       |              | <b>187,369</b>                | <b>4,876</b>                            | <b>192,245</b> | <b>161,141</b>                     |
| Net gains on investments           |              | 11,782                        | -                                       | 11,782         | -                                  |
| <b>Net income</b>                  |              | <b>387</b>                    | <b>2,678</b>                            | <b>3,065</b>   | <b>10,617</b>                      |
| <b>Transfers between funds</b>     |              | <b>-</b>                      | <b>-</b>                                | <b>-</b>       | <b>-</b>                           |
| <b>Net movement in funds</b>       |              | <b>387</b>                    | <b>2,678</b>                            | <b>3,065</b>   | <b>10,617</b>                      |
| <b>Reconciliation of funds:</b>    |              |                               |                                         |                |                                    |
| Total funds brought forward        |              | 532,354                       | 28,533                                  | 560,887        | 550,270                            |
| <b>Total funds carried forward</b> |              | <b>532,741</b>                | <b>31,211</b>                           | <b>563,952</b> | <b>560,887</b>                     |



**THE GUILD OF THE ROYAL HOSPITAL OF ST BARTHOLOMEW**  
**CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

**Balance Sheet as at 31 March 2017**

|                                                                   | Notes | 2016-17<br>£ | 2015-16<br>£ |
|-------------------------------------------------------------------|-------|--------------|--------------|
| <b>Fixed assets</b>                                               |       |              |              |
| Investments                                                       | 10    | 411,311      | -            |
| Total fixed assets                                                |       | 411,311      | -            |
| <b>Current assets</b>                                             |       |              |              |
| Stocks                                                            | 11    | 8,642        | 11,988       |
| Debtors                                                           | 12    | 4,613        | 1,725        |
| Cash at bank and in hand                                          | 13    | 146,935      | 572,458      |
| Total current assets                                              |       | 160,190      | 586,171      |
| <b>Liabilities</b>                                                |       |              |              |
| Creditors: amounts falling due within one year                    | 14    | 7,549        | 25,284       |
| Net Current Assets                                                |       | 152,641      | 560,887      |
| Total assets less current liabilities                             |       | 563,952      | 560,887      |
| <b>Total Net Assets</b>                                           |       | 563,952      | 560,887      |
| <b>Funds of the Guild of the Royal Hospital of St Bartholomew</b> |       |              |              |
| Restricted income funds                                           |       | 31,211       | 28,533       |
| Unrestricted funds                                                |       | 532,741      | 532,354      |
| Total charity funds                                               |       | 563,952      | 560,887      |

These financial statements have been prepared in accordance with the Financial Reporting Standard 102 SORP.

Approved by the Trustees on 27 July 2017 and signed on their behalf



**Patrick Jennings**  
Trustee



**Tony Dickenson**  
Trustee

# **THE GUILD OF THE ROYAL HOSPITAL OF ST BARTHOLOMEW**

## **FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

### **Notes to the Accounts**

#### **1. Accounting policies**

##### **General information, scope and basis of the financial statements**

The Guild of the Royal Hospital of St Bartholomew is an unincorporated charity registered in England and Wales under a constitution with the charity number 251628. The address of the principal office is given in the charity reference and administrative details page and the nature of the charity's operations and principal activities are provided in the Report of the Trustees.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The charity adopted SORP (FRS 102) in the current year and an explanation of how transition to SORP (FRS 102) has affected the reported financial position and performance is given in note 17.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Interest income is recognised using the effective interest method and is recognised as the charity's right to receive payment is established.

### **Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under expenditure on charitable activities and includes grants to organisations and the cost of administering the activity of the charity.

Grants payable to third parties are within the charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant, as this gives rise to a reasonable expectation that the recipient will receive the grants. Where grants are conditional relating to performance then the grant is only accrued when any unfulfilled conditions are outside of the control of the charity.

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs and administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity. Support costs are allocated to expenditure on charitable activities on a basis this is the sole activity of the charity.

Governance costs are those incurred in the governance of the charity and primarily associated with the constitution and statutory requirements.

### **Employee benefits**

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

### **VAT**

The charity is registered for VAT and prepares returns currently under the Flat Rate Scheme for small businesses. On this basis costs are recorded inclusive of VAT within the SOFA, and income is reduced by the VAT payable at a rate of 4% within the SOFA.

### **Investments**

Investments are recognised initially at fair value which is normally the transition price excluding transaction costs. Subsequently they are measured at fair value with changes recognised in 'Net gains/(losses) on investments' in the SOFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

### **Stocks**

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing stock to its present location and condition. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

### **Debtors receivable and creditors payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

### **Cash and cash equivalents**

Cash and cash equivalents comprise cash in hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

### **Taxation**

The charity is considered to pass the tests set out in sections 521 to 536 Income Tax Act 2007 (ITA 2007); as such no income tax is payable on the charity's activities.

## Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or raised by the charity for particular purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund are set out in the notes to the financial statements.

## Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

## 2. Donations and legacies

|                                             | <b>Unrestricted<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>2017<br/>Total Funds</b> |
|---------------------------------------------|-------------------------------|-----------------------------|-----------------------------|
|                                             | <b>£</b>                      | <b>£</b>                    | <b>£</b>                    |
| Unrestricted donations                      | 2,917                         | -                           | 2,917                       |
| Restricted donation by Mrs Penny Wainwright | -                             | 5,000                       | 5,000                       |
| Legacy from Mrs Ruth Nellie Fiorentini      | 13,981                        | -                           | 13,981                      |
|                                             | <u>16,898</u>                 | <u>5,000</u>                | <u>21,898</u>               |

|                                                       | <b><i>Unrestricted<br/>Funds</i></b> | <b><i>Restricted<br/>Funds</i></b> | <b><i>2016<br/>Total Funds</i></b> |
|-------------------------------------------------------|--------------------------------------|------------------------------------|------------------------------------|
|                                                       | <b><i>£</i></b>                      | <b><i>£</i></b>                    | <b><i>£</i></b>                    |
| <i>Unrestricted donations</i>                         | <i>2,253</i>                         | <i>-</i>                           | <i>2,253</i>                       |
| <i>Restricted donation by Mrs Penny Wainwright</i>    | <i>-</i>                             | <i>20,000</i>                      | <i>20,000</i>                      |
| <i>Restricted donations re. the late Chris Davies</i> | <i>-</i>                             | <i>1,583</i>                       | <i>1,583</i>                       |
|                                                       | <u><i>2,253</i></u>                  | <u><i>21,583</i></u>               | <u><i>23,836</i></u>               |

## 3. Charitable activities

|                                   | <b>Unrestricted<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>2017<br/>Total Funds</b> |
|-----------------------------------|-------------------------------|-----------------------------|-----------------------------|
|                                   | <b>£</b>                      | <b>£</b>                    | <b>£</b>                    |
| Guild shop sales net of VAT       | 146,005                       | -                           | 146,005                     |
| Restricted grant for shop till    | -                             | 2,500                       | 2,500                       |
| Restricted grant from Smyrk Trust | -                             | 54                          | 54                          |
|                                   | <u>146,005</u>                | <u>2,554</u>                | <u>148,559</u>              |

|                                          | <b><i>Unrestricted<br/>Funds</i></b> | <b><i>Restricted<br/>Funds</i></b> | <b><i>2016<br/>Total Funds</i></b> |
|------------------------------------------|--------------------------------------|------------------------------------|------------------------------------|
|                                          | <b><i>£</i></b>                      | <b><i>£</i></b>                    | <b><i>£</i></b>                    |
| <i>Guild shop sales net of VAT</i>       | <i>130,257</i>                       | <i>-</i>                           | <i>130,257</i>                     |
| <i>Restricted grant from Smyrk Trust</i> | <i>-</i>                             | <i>8,072</i>                       | <i>8,072</i>                       |
|                                          | <u><i>130,257</i></u>                | <u><i>8,072</i></u>                | <u><i>138,329</i></u>              |

#### 4. Other trading activities

|                                               | <b>Unrestricted Funds</b> | <b>Restricted Funds</b> | <b>2017 Total Funds</b> |
|-----------------------------------------------|---------------------------|-------------------------|-------------------------|
|                                               | <b>£</b>                  | <b>£</b>                | <b>£</b>                |
| Christmas concert                             | 3,684                     | -                       | 3,684                   |
| Membership subscriptions (including Gift Aid) | 1,799                     | -                       | 1,799                   |
| Spring concert                                | -                         | -                       | -                       |
| Raffle at AGM                                 | 255                       | -                       | 255                     |
|                                               | <u>5,738</u>              | <u>-</u>                | <u>5,738</u>            |

|                                                      | <b>Unrestricted Funds</b> | <b>Restricted Funds</b> | <b>2016 Total Funds</b> |
|------------------------------------------------------|---------------------------|-------------------------|-------------------------|
|                                                      | <b>£</b>                  | <b>£</b>                | <b>£</b>                |
| <i>Christmas concert</i>                             | <i>3,439</i>              | <i>-</i>                | <i>3,439</i>            |
| <i>Membership subscriptions (including Gift Aid)</i> | <i>2,924</i>              | <i>-</i>                | <i>2,924</i>            |
| <i>Spring concert</i>                                | <i>1,495</i>              | <i>-</i>                | <i>1,495</i>            |
| <i>Raffle at AGM</i>                                 | <i>193</i>                | <i>-</i>                | <i>193</i>              |
|                                                      | <u><i>8,051</i></u>       | <u><i>-</i></u>         | <u><i>8,051</i></u>     |

#### 5. Investments

|                         | <b>Unrestricted Funds</b> | <b>Restricted Funds</b> | <b>2017 Total Funds</b> |
|-------------------------|---------------------------|-------------------------|-------------------------|
|                         | <b>£</b>                  | <b>£</b>                | <b>£</b>                |
| Income from investments | 6,581                     | -                       | 6,581                   |
| Bank interest           | 752                       | -                       | 752                     |
|                         | <u>7,333</u>              | <u>-</u>                | <u>7,333</u>            |

|                      | <b>Unrestricted Funds</b> | <b>Restricted Funds</b> | <b>2016 Total Funds</b> |
|----------------------|---------------------------|-------------------------|-------------------------|
|                      | <b>£</b>                  | <b>£</b>                | <b>£</b>                |
| <i>Bank interest</i> | <i>1,542</i>              | <i>-</i>                | <i>1,542</i>            |
|                      | <u><i>1,542</i></u>       | <u><i>-</i></u>         | <u><i>1,542</i></u>     |

#### 6. Expenditure on raising funds

|                           | <b>Unrestricted Funds</b> | <b>Restricted Funds</b> | <b>2017 Total Funds</b> |
|---------------------------|---------------------------|-------------------------|-------------------------|
|                           | <b>£</b>                  | <b>£</b>                | <b>£</b>                |
| Cost of calendars*        | 2,414                     | -                       | 2,414                   |
| Cost of Christmas concert | 1,623                     | -                       | 1,623                   |
| Cost of Spring concert    | -                         | -                       | -                       |
| Newsletter                | 1,024                     | -                       | 1,024                   |
|                           | <u>5,061</u>              | <u>-</u>                | <u>5,061</u>            |

|                                  | <b>Unrestricted Funds</b> | <b>Restricted Funds</b> | <b>2016 Total Funds</b> |
|----------------------------------|---------------------------|-------------------------|-------------------------|
|                                  | <b>£</b>                  | <b>£</b>                | <b>£</b>                |
| <i>Cost of calendars*</i>        | <i>2,142</i>              | <i>-</i>                | <i>2,142</i>            |
| <i>Cost of Christmas concert</i> | <i>1,622</i>              | <i>-</i>                | <i>1,622</i>            |
| <i>Cost of Spring concert</i>    | <i>224</i>                | <i>-</i>                | <i>224</i>              |
| <i>Newsletter</i>                | <i>910</i>                | <i>-</i>                | <i>910</i>              |
|                                  | <u><i>4,898</i></u>       | <u><i>-</i></u>         | <u><i>4,898</i></u>     |

\* Approximately 70% of the calendars currently form a free gift, or grant, to the Hospital.

## 7. Expenditure on charitable activities

|                                                                    | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | 2017<br>Total Funds<br>£ |
|--------------------------------------------------------------------|----------------------------|--------------------------|--------------------------|
| Cost of goods sold                                                 | 90,330                     | -                        | 90,330                   |
| Shop-related expenses:                                             |                            |                          |                          |
| Salary                                                             | 25,578                     | -                        | 25,578                   |
| Volunteer travel expenses                                          | 1,579                      | -                        | 1,579                    |
| Other shop expenses                                                | 2,610                      | -                        | 2,610                    |
| Shop till                                                          | -                          | 4,854                    | 4,854                    |
| Shop telephone costs                                               | 510                        | -                        | 510                      |
| Helpers' Tea                                                       | 504                        | -                        | 504                      |
| Clothing                                                           | -                          | 22                       | 22                       |
| Recruitment advertising                                            | 440                        | -                        | 440                      |
| Other expenses:                                                    |                            |                          |                          |
| Administrator fees                                                 | 10,920                     | -                        | 10,920                   |
| AGM costs                                                          | 2,961                      | -                        | 2,961                    |
| Management Committee costs                                         | 186                        | -                        | 186                      |
| Independent Examiner                                               | 780                        | -                        | 780                      |
| IT support costs                                                   | 4,125                      | -                        | 4,125                    |
| Printing, postage, stationery                                      | 357                        | -                        | 357                      |
| Insurance                                                          | 402                        | -                        | 402                      |
| Subscriptions                                                      | 565                        | -                        | 565                      |
| Travel expenses                                                    | 1,411                      | -                        | 1,411                    |
| Website upgrade costs                                              | 20,033                     | -                        | 20,033                   |
| Miscellaneous expenses                                             | 266                        | -                        | 266                      |
| Princess Alice Garden maintenance                                  | 225                        | -                        | 225                      |
| <b>Sub total</b>                                                   | <b>163,781</b>             | <b>4,876</b>             | <b>168,657</b>           |
| <br><b>Grants paid to St Bartholomew's Hospital</b>                |                            |                          |                          |
| 3 heart, weight, blood pressure monitors                           | 10,000                     | -                        | 10,000                   |
| Barts Radio office space improvement                               | 2,000                      | -                        | 2,000                    |
| Christmas gifts for patients                                       | 1,474                      | -                        | 1,474                    |
| 12 clocks for 6th Floor Intensive care unit                        | 1,197                      | -                        | 1,197                    |
| Matrons Forum conference for 2 Cardiology Matrons                  | 700                        | -                        | 700                      |
| Information packs for Macmillan Cancer<br>Information Centre       | 658                        | -                        | 658                      |
| Welcome Information desk for volunteers                            | 629                        | -                        | 629                      |
| IPad tablet for Critical Care Audit nurse                          | 339                        | -                        | 339                      |
| 10 mattress protectors & 2 radios for Bodley Scott<br>Rooms Hostel | 310                        | -                        | 310                      |
| Stamps for patient discharge questionnaires                        | 252                        | -                        | 252                      |
| Treatment products for Complementary Therapy<br>Service            | 250                        | -                        | 250                      |
| Fridge for Rahere Ward 5b                                          | 206                        | -                        | 206                      |
| Clothes for patients in Radiotherapy                               | 300                        | -                        | 300                      |
| 5 radios for 6th Floor Intensive care unit                         | 120                        | -                        | 120                      |
| Thermos push button flask for patients                             | 60                         | -                        | 60                       |
| Stereo for Cyberknife Treatment Unit                               | 33                         | -                        | 33                       |
| <b>Grants total</b>                                                | <b>18,528</b>              | <b>-</b>                 | <b>18,528</b>            |
|                                                                    | <b>182,309</b>             | <b>4,876</b>             | <b>187,185</b>           |

## 7. Expenditure on charitable activities (continued)

|                                   | <b>Unrestricted<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>2016<br/>Total Funds</b> |
|-----------------------------------|-------------------------------|-----------------------------|-----------------------------|
|                                   | <b>£</b>                      | <b>£</b>                    | <b>£</b>                    |
| Cost of goods sold                | 84,336                        | -                           | 84,336                      |
| Shop-related expenses:            |                               |                             |                             |
| Salary                            | 25,314                        | -                           | 25,314                      |
| Volunteer travel expenses         | 1,675                         | -                           | 1,675                       |
| Other shop expenses               | 824                           | -                           | 824                         |
| Trolley                           | -                             | 408                         | 408                         |
| Clothing                          | -                             | 714                         | 714                         |
| Recruitment advertising           | 200                           | -                           | 200                         |
| Other expenses:                   |                               |                             |                             |
| Administrator fees                | 7,480                         | -                           | 7,480                       |
| AGM costs                         | 2,249                         | -                           | 2,249                       |
| Management Committee costs        | 334                           | -                           | 334                         |
| Independent Examiner*             | 1,560                         | -                           | 1,560                       |
| Consultancy costs                 | 1,324                         | -                           | 1,324                       |
| Printing, postage, stationery     | 816                           | -                           | 816                         |
| Insurance                         | 790                           | -                           | 790                         |
| Volunteer support costs           | 770                           | -                           | 770                         |
| Travel expenses                   | 605                           | -                           | 605                         |
| IT and website                    | 234                           | -                           | 234                         |
| Miscellaneous expenses            | 184                           | -                           | 184                         |
| Princess Alice Garden maintenance | 70                            | -                           | 70                          |
| <b>Sub total</b>                  | <b>128,765</b>                | <b>1,122</b>                | <b>129,887</b>              |

\* The Independent Examiner fees cover 2014-15 and 2015-16

### **Grants paid to St Bartholomew's Hospital**

|                                                       |                |              |                |
|-------------------------------------------------------|----------------|--------------|----------------|
| Great Hall sound system                               | 17,861         | -            | 17,861         |
| Complementary Therapist funding for a year            | 3,768          | -            | 3,768          |
| Christmas gifts for inpatients                        | 1,455          | -            | 1,455          |
| Cardio-Thoracic surgery conference for 2 staff        | 1,040          | -            | 1,040          |
| Acupuncture course attendance                         | 594            | -            | 594            |
| Macmillan palliative care conference attendance       | 353            | -            | 353            |
| Support for Barts Health volunteer recruitment        | 300            | -            | 300            |
| Freezer and thermal jugs for ward                     | 279            | -            | 279            |
| 5 banners promoting Complementary Therapy for Cancer  | 250            | -            | 250            |
| Sound system hire for multi-faith remembrance service | 247            | -            | 247            |
| Under-counter freezer for Cancer Ward 5C              | 140            | -            | 140            |
| Poster production for Pain Society annual meeting     | 40             | -            | 40             |
| Radio                                                 | 30             | -            | 30             |
| <b>Grants total</b>                                   | <b>26,356</b>  | <b>-</b>     | <b>26,356</b>  |
|                                                       | <b>155,121</b> | <b>1,122</b> | <b>156,243</b> |

## 8. Wages and salary cost

|                                                                   | <b>2017</b>        | <b>2016</b>        |
|-------------------------------------------------------------------|--------------------|--------------------|
|                                                                   | <b>Total funds</b> | <b>Total funds</b> |
|                                                                   | <b>£</b>           | <b>£</b>           |
| Gross wages                                                       | 19,214             | 19,214             |
| Employer's national insurance costs                               | 2,707              | 2,442              |
| Employer's pension contributions                                  | 3,658              | 3,658              |
|                                                                   | <u>25,578</u>      | <u>25,314</u>      |
| Staff numbers:                                                    | <b>2017</b>        | <b>2016</b>        |
| Average head count                                                | <u>1</u>           | <u>1</u>           |
| Analysed by function:                                             |                    |                    |
| Raising funds                                                     | <u>1</u>           | <u>1</u>           |
|                                                                   | <u>1</u>           | <u>1</u>           |
| Calculated on a full-time equivalent basis, analysed by function: |                    |                    |
| Raising funds                                                     | <u>1</u>           | <u>1</u>           |
|                                                                   | <u>1</u>           | <u>1</u>           |

There were no employees with emoluments (excluding employer pension costs) above £60,000 in this or the preceding year.

There were no staff to whom retirement benefits accrued under defined contribution schemes in the current or comparative year.

## 9. Related party transactions

No remuneration was paid to trustees during this or the preceding year.

During the year under review 1 trustee had £439 travel expenses reimbursed (2016: £605).

There were no other transactions with related parties that require disclosure in the financial statements.

## 10. Investments

|                                     | <b>2017</b>    | <b>2016</b> |
|-------------------------------------|----------------|-------------|
|                                     | <b>£</b>       | <b>£</b>    |
| Additions                           | 399,529        | -           |
| Change in market value              | 11,782         | -           |
| Investments at current market value | <u>411,311</u> | <u>-</u>    |

## 11. Stock

|            | <b>2017</b>  | <b>2016</b>   |
|------------|--------------|---------------|
|            | <b>£</b>     | <b>£</b>      |
| Shop stock | <u>8,642</u> | <u>11,988</u> |

## 12. Debtors

|                | <b>2017</b>  | <b>2016</b>  |
|----------------|--------------|--------------|
|                | <b>£</b>     | <b>£</b>     |
| Accrued income | <u>4,613</u> | <u>1,725</u> |
|                | <u>4,613</u> | <u>1,725</u> |



**13. Cash at bank and in hand**

|                              | <b>2017</b>    | <b>2016</b>    |
|------------------------------|----------------|----------------|
|                              | <b>£</b>       | <b>£</b>       |
| National Westminster account | 143,415        | 227,947        |
| HSBC Shop account            | 250            | 1,840          |
| HSBC Souvenir account        | 902            | 1,627          |
| COIF Deposit account         | 2,188          | 339,148        |
| COIF Life Membership account | -              | 1,816          |
| Shop cash float              | 180            | 80             |
|                              | <b>146,935</b> | <b>572,458</b> |

**14. Current liabilities**

|                 | <b>2017</b>  | <b>2016</b>   |
|-----------------|--------------|---------------|
|                 | <b>£</b>     | <b>£</b>      |
| Grant creditors | -            | 18,900        |
| Shop creditors  | 6,769        | 5,536         |
| Other creditors | 780          | 848           |
|                 | <b>7,549</b> | <b>25,284</b> |

**15. Analysis of net movement in funds**

|                           | <b>Total funds brought forward</b> | <b>Total incoming resources</b> | <b>Total resources expended</b> | <b>Transfers between funds</b> | <b>Total funds carried forward</b> |
|---------------------------|------------------------------------|---------------------------------|---------------------------------|--------------------------------|------------------------------------|
|                           | <b>£</b>                           | <b>£</b>                        | <b>£</b>                        | <b>£</b>                       | <b>£</b>                           |
| <b>Restricted funds</b>   |                                    |                                 |                                 |                                |                                    |
| Penny Wainwright          | 20,000                             | 5,000                           | -                               | -                              | 25,000                             |
| Chris Davies legacy       | 1,583                              | -                               | -                               | -                              | 1,583                              |
| Shop till                 | -                                  | 2,500                           | (2,500)                         | -                              | -                                  |
| Smyrk Trust               | 6,950                              | 54                              | (2,376)                         | -                              | 4,628                              |
|                           | <b>28,533</b>                      | <b>7,554</b>                    | <b>(4,876)</b>                  | <b>-</b>                       | <b>31,211</b>                      |
| <b>Unrestricted funds</b> |                                    |                                 |                                 |                                |                                    |
| General fund              | 532,354                            | 190,029                         | (187,369)                       | -                              | 535,014                            |
| Total unrestricted funds  | <b>532,354</b>                     | <b>190,029</b>                  | <b>(187,369)</b>                | <b>-</b>                       | <b>535,014</b>                     |
| <b>Total funds</b>        | <b>560,887</b>                     | <b>197,583</b>                  | <b>(192,245)</b>                | <b>-</b>                       | <b>566,225</b>                     |

**16. Analysis of net assets between funds**

|                     | <b>Unrestricted Funds</b> | <b>Restricted Funds</b> | <b>2017 Total Funds</b> | <b>2016 Total Funds</b> |
|---------------------|---------------------------|-------------------------|-------------------------|-------------------------|
|                     | <b>£</b>                  | <b>£</b>                | <b>£</b>                | <b>£</b>                |
| Investments         | 411,311                   | -                       | 411,311                 | -                       |
| Current assets      | 128,979                   | 31,211                  | 160,190                 | 586,171                 |
| Current liabilities | (7,549)                   | -                       | (7,549)                 | (25,284)                |
|                     | <b>532,741</b>            | <b>31,211</b>           | <b>563,952</b>          | <b>560,887</b>          |

## **17. First time adoption of FRS 102 SORP**

The charity has adopted the Charities FRS 102 SORP for the first time in the year ended 31 March 2017.

There is no overall effect on the net assets in these financial statements of transition from SORP 2015 (FRSSE) to FRS 102 SORP.

## **18. Defined contribution pension schemes**

The charity makes contributions to a pension scheme for its employees. The total payable for the year under review was £3,658 (2016: £3,658). There were no amounts outstanding at the end of the current period or comparative financial year.

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The Barts Guild wishes to place on record our thanks to the following for their support:

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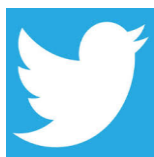
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### **Contact Telephone numbers**

<b>Guild Shop</b>	<b>020 3465 6382</b>
<b>Manager</b>	<b>020 3465 6382/07948 538612</b>

**Head of Volunteering, Barts Health NHS Trust**  
**020 3765 8896**

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